



City of City of Oak Hill City Council Meeting Meeting minutes

City of Oak Hill, Florida City Commission Meeting Minutes

4/13/2026

234 S. U.S. Hwy 1, Oak Hill, FL 32759

Opening

Call to Order

Mayor Taylor called the meeting to order at 6:00 PM and led a moment of silence followed by the Pledge of Allegiance.

Roll Call

City Manager John Barkley conducted roll call. All commissioners were present: Commissioner Drollinger, Commissioner Werning, Commissioner Hyatt, Vice Mayor Catigano, and Mayor Taylor.

Agenda Modifications

The Commission approved adding John Cummings to present about honoring his mother, Nancy Cummings, during a planned reunion event. This presentation was scheduled after the crime statistics report.

Presentations / Announcements

Proclamation – In Honor of Former Commissioner Abraham Jackson

Mayor Taylor read a proclamation honoring former Commissioner Abraham Jackson, who recently passed away. The proclamation recognized his leadership, integrity, and devoted service to Oak Hill and its citizens. The document will be given to his family.

Crime Statistics Report: Volusia Sheriff's Office

The Volusia County Sheriff's Department reported 441 calls for service in March 2026, with over 70% being proactive calls. Four simple assault cases (domestic violence) were cleared by arrest. One fraud case showed zero clearance, though the department explained that frauds often originate outside their jurisdiction and are later removed from local statistics if determined to be from elsewhere. The adjusted clearance rate was 100% when excluding non-jurisdictional cases.

John Cummings Presentation

John Cummings of Winter Park, Florida, and Oak Hill property owner, requested city assistance for a three-day reunion event (July 17-19, 2026) honoring his deceased mother, Nancy V. Cummings. The Chisholm High School Alumni Association is organizing the event, which will include breakfast at Nancy Cummings Park, a city tour, and activities at the VIA Hall and Brannon Center. Cummings noted his mother was the first Black person chosen to work in Oak Hill city government as secretary to the original founding commission. The main expense is bus transportation, with local churches contributing food. Cummings requested grant assistance or direction on obtaining funding, emphasizing the event will highlight Oak Hill positively through media coverage.

Citizen Participation / Public Input (Non-Agenda Items)

Dru Ann Welch addressed the Commission regarding comments made about her on March 9th. She stated she has volunteered for three years at the city museum without ever receiving complaints about inappropriate behavior from any city administrator or commissioner. She expressed disappointment that concerns were raised publicly without being addressed with her directly, but affirmed her continued commitment to participating in Oak Hill.

Jeremy LaCourt from Preferred Governmental Insurance Trust presented information about insurance services for government entities. His company serves over 400 members including cities and fire districts, offering property, general liability, and workers' compensation coverage. He highlighted their loss control services, member education programs, and disaster recovery capabilities, requesting consideration when Oak Hill's insurance renewal occurs.

Isabella Hartman, age 11, from Cypress Avenue, advocated for a traffic light or flashing crosswalk lights at the US 1 and Halifax intersection. She explained that the current situation prevents children from safely walking or biking to school and limits access to local amenities. She shared personal experience with car accidents at that intersection and suggested that improved traffic control would benefit school pickup/drop-off traffic and overall safety.

Consent Agenda

Meeting Minutes

The Commission approved the March 9, 2026 commission meeting minutes.

Motion: Commissioner Werning moved to accept the minutes. Commissioner Hyatt seconded. Motion passed unanimously.

City Administrator

VIA Hall Operations

City Administrator Barkley reported on stabilizing operations at City Hall and the VIA Hall Museum following the resignations of two prominent volunteers. The city has established an office for the deputy city clerk at the museum, allowing it to remain open when staff is present. The city is working on Saturday hours once a month staffed by the city administrator or deputy clerk to avoid overtime expenses. A new schedule will be presented to comply with ECHO grant requirements after consultation with ECHO's Mr. Marsh.

Oak Hill Town Center: Phase 1

Phase 1 has been approved by Volusia County Utilities and is set to begin site work. The project includes 346 homes and has received county approval for water and wastewater utilities, which allows Volusia County Utilities to endorse the project to the Florida Department of Environmental Protection and Florida Department of Health for final permitting. Commissioner Hyatt noted concerns about St. Johns Water Management District approval still being pending, particularly regarding wetlands access.

Charter Revisions: Boundary Survey

The boundary survey is approximately two weeks from completion, representing the final outstanding item from the charter revision process. Delays occurred due to missing information about annexations from the 1990s, requiring coordination with Volusia County GIS for the new meets and bounds description.

Interlocal Service Boundary Agreement

The city is working with Volusia County Planning and Utilities and the County Attorney on renewing the ISBA, which expires in September 2027. The process involves coordination with Edgewater's concurrent ISBA renewal, as both cities seek westward expansion. The Commission confirmed Mayor Taylor's continued participation in these negotiations.

Community Development Software

The city is preparing to launch online portals for building inspections, code enforcement, and work orders. The system will allow real-time tracking of cases and provide interactive tools for both customers and staff, moving beyond the current Excel spreadsheet format.

Grants

Community Development Block Grant

Barkley requested consensus to apply for CDBG funding before the May 5th deadline. He proposed a paving project for Halifax, River Road, and Canal Avenue, coordinating with planned water, sewer, and storm water projects. The application leverages Oak Hill's status as a financially distressed community with over 51% low-to-moderate income residents.

Consensus: The Commission provided consensus to proceed with the CDBG application.

ECHO

The ECHO grant workshop is scheduled for April 23rd. Barkley plans to attend with project ideas including Nancy Cummings Park ball fields, restrooms, and potentially pickleball courts or shuffleboard court repairs.

New Business

First Reading: Ordinance 2026.02 Rezoning of Parcel # 9505-06-00-0130 (E. Halifax Ave.)

City Attorney Waugh read the ordinance title for the first reading, which proposes rezoning from R1 to A1 to accommodate two horses on a 4.5-acre property. The application requires both rezoning and a variance due to the 5-acre threshold requirement. Commissioner Werning questioned whether rezoning was necessary, noting that R1 zoning allows horses through special exception. The applicant was not present to answer questions about their preference for rezoning versus special exception.

Motion: Commissioner Hyatt moved to table the item to the next meeting to allow the applicant to address questions. Commissioner Werning seconded. Motion passed unanimously.

Consideration of Request for Variance: 287 River Rd.

Tony and Patty Stilling requested three variances for their River Road property: front setback for a porch, side setback for an 8-foot addition, and rear setback for a pool area. The PLDRC recommended approval of all three variances. The Stillings explained they want to create a one-story, more functional home with improved curb appeal. Commissioner Werning questioned the front setback calculations, noting discrepancies between the survey measurements and requested variance amounts. Neighbor Doug Gibson supported the variances, stating they would fit the character of the neighborhood and noting various non-conforming structures already exist on River Road.

Motion: Vice Mayor Catigano moved to table the item to allow staff to clarify the setback calculations and work with the applicants on accurate measurements. Commissioner Drollinger seconded. Motion passed unanimously.

Volusia County Ditch Cleaning Service

City Administrator Barkley reported that Volusia County rescinded a \$16,000 invoice for ditch cleaning work on Canal Avenue after determining the county did not follow proper protocols in authorizing the work. County Director Ben Bartlett confirmed this would not affect the positive working relationship between the entities.

Nancy Cummings Baseball Field Improvements

Public Works Director Allen presented a proposal for baseball field improvements using donated equipment from David Lee and clay materials from Wayne Allen Tractor Supply. The project includes field grading, clay installation \$450.00 per load (approximately 15 loads), and pitcher's mound construction to make the field compatible with 16U baseball standards. Some irrigation system repairs may be needed after equipment work is completed.

Terry Mason 659 Angelia Dr About a week ago at the park, I noticed a light pole with an exposed junction box and energized wires at the bottom. Could someone please ensure it's securely covered to prevent any potential harm.

Douglas Gibson, of 297 River Road, noted residents' complaints about inadequate parking at a local park, exacerbated when events occur, resulting in road parking. He suggested repositioning the chain-link fence on the park's south side to increase parking space which potentially enhances park usage.

Motion: Commissioner Werning moved to approve the baseball field improvement project. Commissioner Drollinger seconded. Motion passed unanimously.

Committee Appointments

The Commission appointed Kathy Bittle as a new member to the comprehensive plan committee to fill vacancies left by three departing members.

Motion: Commissioner Hyatt moved to approve the appointment. Commissioner Drollinger seconded. Motion passed unanimously.

City Attorney

Resolution 2026_04: Administrative Approval of Plats

City Attorney Waugh explained that new state legislation removes cities' ability to vote on plat approvals, requiring administrative approval instead. The resolution establishes that the City Administrator will approve plats following review by the city engineer and city attorney, ensuring compliance with state requirements while the city code is updated to reflect these changes.

Motion: Commissioner Werning moved to approve the resolution as written. Commissioner Hyatt seconded. Motion passed unanimously.

Garden Street

Attorney Christian Waugh to thoroughly discuss current litigation, a shade session is necessary, as strategy and the case's nature has evolved. City Attorney Christian Waugh emphasized that a shade session allows private discussions about litigation strategy and costs, with a court reporter present for later public transcript release. A motion was made by Commissioner Werning to hold the session, given an upcoming mediation and a June trial date. The session is set for the 27th of April at 6 PM. There was brief confusion over a previous workshop meeting, but it was resolved by commission consensus. No public objections arose, and the motion passed.

Terry Mason from 659 Angelina Drive inquired if the developer for the Garden Street project was invited back for a town hall or community meeting. It was confirmed that a meeting did occur, but Mason noted they might have missed it.

Boards & Committees

PLDRC

PLDRC Commissioner Mike Arman reported no new items to discuss, noting that agenda items had been covered during the meeting.

Commissioner Drollinger: I have a question about the review process for board members. How often does it occur, and are we due for one?

City Manager John Barkley I can send you the term list if you'd like. There is a list detailing the terms for all boards and committees.

Commissioner Werning It's typically every three years as per municipal codes.

City Manager John Barkley I'll note to provide that information.

Comprehensive Plan Committee

Chair Jeff Bracy reported the committee is progressing through Chapter 5 of their review work.

Parks & Recreation Advisory Board

Commissioner Werning inquired about a planned meeting at the Powell property that was moved back to City Hall. City Administrator Barkley explained the chairman reconsidered the venue as inappropriate for recording meetings, though members were invited to visit the property individually.

Comments from the Commissioners

Commissioner Werning requested information from a roundtable meeting Mayor Taylor had attended, which City Administrator John Barkley agreed to distribute. She also requested a special workshop meeting for a complete financial report, noting concerns about uncategorized income and expenses, double payments, and other accounting issues in recent financial statements. She emphasized this is a quarterly requirement in the city charter that has not been fulfilled.

Commissioner Hyatt thanked Travis Allen & Megan Jones for their work this weekend work during the amnesty event and noted that the cat rescue fundraiser raised over \$4,000.

Vice Mayor Catigano asked about median beautification on Route 1, which City Administrator Barkley reported is progressing with new state contacts following FDOT reorganization. He expects updates by the May meeting regarding both technical support and potential grant funding.

Commissioner Werning advised she will inquire about crosswalk safety lights, noting Oak Hill is approximately seven years out from receiving a traffic light.

Mayor Taylor attended the children's Easter egg hunt organized by the Community Trust, describing it as a successful event with many kids having fun. He expressed gratitude to David Lee for offering his services to assist with the city's dirt work.

Adjournment

Motion: Commissioner Werning moved to adjourn. The meeting adjourned.

Note: In accordance with Resolution 2006-17, a three-minute time limit per speaker is enforced. If any individual decides to appeal a decision made during this meeting, a verbatim record of the proceedings will be required as per Florida Statute 166.041(3)(A).

Attest:

X

John Barkley
City Manager

X

Ricky Taylor
Mayor